



Parks and Recreation Commission

Regular Meeting Agenda

Tuesday, January 19, 2016

5:30 p.m.

**Malibu City Hall –Multipurpose Room
23825 Stuart Ranch Road, Malibu**

Five-thirty p.m.

Regular Meeting

Call to Order –Chairman

Roll Call – Recording Secretary

Pledge of Allegiance

Approval of Agenda

Report on Posting of Agenda – January 14, 2016

1. Written and Oral Communications from the Public

- A. This is the time for members of the public to comment on any items not appearing on this agenda. The Commission may not discuss or act on any matter not specifically identified on this agenda, pursuant to the Ralph M. Brown Act.

2. Consent Calendar

- A. Approval of Minutes

Recommended action: Approve minutes for the Regular Meeting of the Parks & Recreation Commission meeting on December 15, 2015.

- B. Parks & Recreation Department-Monthly Report for December 2015

Recommended action: Receive and file.

Staff contact: Recreation Manager Crittenden, 310-456-2489 ext. 337

3. Old Business

None.

4. New Business

- A. Legacy Park Art Enhancement Project

Recommended action: Create and appoint two commissioners to an ad hoc committee to work with the Cultural Arts Commission Legacy Park Ad Hoc Committee and City staff on the Legacy Park Art Enhancement Project

Staff contact: Recreation Manager Crittenden, 310-456-2489 ext. 337

5. **Recreation Manager Updates**

6. **Commissioner Comments**

7. **Future Agenda Items**

- A. Malibu Bluffs Park Master Plan
- B. Outdoor Exercise Equipment
- C. Scheduled Use of Trancas Canyon Park Multi-Purpose Field
- D. Shade Covers for Baseball Facilities at Malibu Bluffs Park
- E. Review of Rules for Trancas Canyon Dog Park

8. **Adjournment**

Guide to the Parks and Recreation Commission Proceedings

The Written and Oral Communications from the Parks and Recreation Commissioners portion of the agenda is for members of the public to present items that are not listed on the agenda, but are under the subject matter jurisdiction of the Parks and Recreation Commission. Although no action may be taken on these non-agenda items, the Commission and staff will follow up, at an appropriate time, on those items needing response. Each speaker is limited to (3) three minutes and the total time allotted for Public Comment items, Parks and Recreation Commission Sub-committees included, is limited to (30) thirty minutes. Time may be surrendered by deferring (1) one minute to another speaker, on the same item, not to exceed a total of (8) eight minutes. The speaker wishing to defer time must be present when the item is heard. In order to be recognized and present an item, each speaker must complete and submit to the Recording Secretary a Request to Speak form prior to the item being announced by the Chair (forms are available at the door). Speakers are taken in the order slips are submitted.

Items in Consent Calendar has not been discussed previously by the Parks and Recreation Commission. If discussion is desired, an item may be removed from the Consent Calendar and will be considered individually. Commission Members may indicate a negative or abstaining vote on any individual item by so declaring prior to the vote on the motion to adopt the entire Consent Calendar. The Commission following the action on the consent calendar will take up items Excluded from Consent Calendar. The Commission first will take up the items for which public speaker requests have been submitted. Public speakers are limited to (3) three minutes each. If a speaker slip is submitted late the speaker's time will be limited to (2) minutes. If more than 10 speaker slips are submitted each speaker's time will be limited to (2) two minutes each.

Items in Old Business are items which have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment on any item is permitted under the public comment rules. Speakers should address whether they are supportive or opposed to either the recommended action or the motion before the Parks and Recreation Commission for decision for recommendation to the City Council.

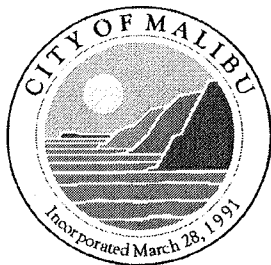
Items in New Business are items, which are appearing for the first time for formal action. Public comment on any item is permitted under the public comment rules. Speakers should address whether they are supportive or opposed to either the recommended action or the motion before the Parks and Recreation Commission for decision.

Copies of the staff reports or other written documentation relating to each item of business described above are on file in the office of the Parks and Recreation, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 8:00 a.m. to 5:00 p.m., Monday through Thursday and 8:00 a.m. to 4:30 p.m., Friday. Copies of staff reports may be purchased for \$0.25 per page. Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting. The City Hall phone number is (310) 456-2489. To contact City Hall using a telecommunication device for the deaf (TDD), please call (800) 735-2929 and a California Relay Service operator will assist you. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Environmental and Community Development Director Victor Peterson, (310) 456-2489, ext. 251. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADD Title II]. Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting.

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirement. Dated this 14th day of January, 2016.



Theresa Odello, Recording Secretary



Parks & Recreation Commission Agenda Report

To: Members of the Parks & Recreation Commission

Prepared by: Theresa Odello, Recreation Coordinator *TO*

Approved by: Jim Thorsen, City Manager *[Signature]*

Date prepared: January 12, 2016 Meeting date: January 19, 2016

Subject: Approval of Minutes

RECOMMENDED ACTION: Approve minutes for the Regular Meeting of the Parks & Recreation Commission meeting on December 15, 2015.

DISCUSSION: Staff has prepared draft minutes for the Regular Meeting of the Parks & Recreation Commission meeting on December 15, 2015.

ATTACHMENTS:

1. December 15, 2015 Regular Meeting minutes

MINUTES
PARKS AND RECREATION COMMISSION
REGULAR MEETING
DECEMBER 15, 2015
MALIBU CITY HALL, MULTI-PURPOSE ROOM
5:30 P.M.

CALL TO ORDER

Chair Randall called the meeting to order at 5:42 p.m.

ROLL CALL

The following persons were recorded in attendance by the Recording Secretary:

PRESENT: Chair Carl Randall; Vice Chair Justine Petretti (arrived at 6:14 p.m.); and Commissioners Roui Israel and Steve Parks

ABSENT: Commissioner Laurie Principe

STAFF PRESENT: Bob Stallings, Parks and Recreation Director; Dylan Gunning, Recreation Coordinator; and Theresa Odello, Recording Secretary

PLEDGE OF ALLEGIANCE

Commissioner Israel led the Pledge of Allegiance.

APPROVAL OF AGENDA

MOTION Chair Randall moved and Commissioner Israel seconded a motion to approve the agenda. The motion carried 3-0, Vice Chair Petretti and Commissioner Principe absent

REPORT ON POSTING OF AGENDA

Recording Secretary Odello reported that the agenda for the meeting was properly posted on December 10, 2015.

ITEM 1 CEREMONIAL / PRESENTATIONS

A. Staff Introduction: Dylan Gunning, Recreation Coordinator

Director Stallings introduced new Recreation Coordinator Dylan Gunning. Director Stallings stated Recreation Coordinator Gunning would be coordinating community classes, staffing at Bluffs Park, and occasional special events. He stated Recreation Coordinator Gunning previously worked for the City of Moorpark.

ITEM 2 WRITTEN AND ORAL COMMUNICATIONS FROM THE PUBLIC

None.

ITEM 3 CONSENT CALENDAR

MOTION Commissioner Parks moved and Commissioner Israel seconded a motion to approve the consent calendar. The motion carried 3-0, Vice Chair Petretti and Commissioner Principe absent.

The Consent Calendar consisted of the following items:

- A. Approval of Minutes
Recommended action: Approve minutes for the Regular Meeting of the Parks & Recreation Commission meeting on October 20, 2015.
- B. Parks & Recreation Department - Monthly Report for October 2015
Recommended action: Receive and file
- C. Parks & Recreation Department - Monthly Report for November 2015
Recommended action: Receive and file.

ITEM 4 OLD BUSINESS

None.

ITEM 5 NEW BUSINESS

- A. Parks and Recreation Commission Mid-Year Activity Report
Recommended Action: Review the mid-year Commission report and approve sending the update to City Council.

MOTION Commissioner Parks moved and Commissioner Israel seconded a motion to approve the Commission Mid-Year Activity Report. The motion carried 3-0, Vice Chair Petretti and Commissioner Principe absent.

- B. Malibu Bluffs Park Saturday Parking
Recommended action: Create an ad hoc committee to study the feasibility of restricting bicyclists from parking vehicles at Malibu Bluffs Park on Saturday mornings when the American Youth Soccer Organization (AYSO) and Malibu Little League (MLL) are in season.

Director Stallings reported that at a previous commission meeting, an agenda item was added for the commission to review the situation of bicyclists parking on Saturdays at Bluffs Park and its impact on youth sports programs, which has been an ongoing challenge. Director Stallings reported he previously met with the presidents of AYSO and MLL in 2008 to review possible solutions. He stated the City Council, at that time,

approved restricting parking on picture days, opening days and closing days. He stated the options of enforcing parking on other Saturdays remain a challenge. He stated staff tried to encourage bicyclists in the past to use Webster Elementary for parking and an employee working the Bluffs parking lot at 6:00 a.m. handed out maps to the bicyclists of the other parking lot. The restrooms were open for use by the bicyclists. He concluded there was some success from this, but it was not a long term solution. He reported a study conducted by staff over six to eight weeks found bicyclists arrived around 7:00 a.m., parking peaked at 10:00 a.m., taking about 60 parking spaces that would open up later in the morning.

Commissioner Parks agreed parking is definitely a problem every Saturday, but worse on days of big events. He discussed bicyclists organizing rides where they parked at that location most of the day. He stated the worst time was 10:00 a.m. when there is rarely any parking available at the park, due to up to five overlapping MLL early morning games at once, with families arriving early and staying after games ended.

Commissioner Israel suggested setting time limits at Bluffs Park. She discussed how the City of Santa Monica gives parking passes for street parking, and other cities issue citations for parking past a posted three-hour time limit. Director Stallings replied that many families who stay at the park all day to watch multiple children's games would have to switch parking spots every few hours.

Chair Randall stated that the Malibu community has always been welcoming. He expressed concern about adding restrictions that would be challenging for bicyclists using the parking lot, restrooms, water, and benches at various times.

MOTION: Commissioner Israel moved and Chair Randall seconded a motion to create an ad-hoc committee consisting of Commissioner Parks and Chair Randall to study the feasibility of restricting parking during event permits. The motion carried 3-0, Vice Chair Petretti and Commissioner Principe absent.

ITEM 6 PARKS AND RECREATION DIRECTOR UPDATES

Director Stallings provided the following updates on activity within the Parks and Recreation Department since the last meeting:

- Las Flores Creek Restroom Facility: Director Stallings reported that the permits and approvals were completed and the City hopes to schedule a ribbon cutting in late

January or early February. He stated Malibu Patrol is under contract to open and close Las Flores Creek Park and secure the restrooms.

- Legacy Park:
 - Tree Replacement Program: Director Stallings reported that replacement of trees that did not establish or flourish, perhaps due to the salt in the soil, poor product selection or bound roots, is currently underway. He stated Parks Supervisor Belter hand-picked trees that were expected to flourish in the park's environment. He stated some trees would be placed as shade for benches and new trees would not interfere with the Legacy Park Art Enhancement Plan.
 - Legacy Park Art Enhancement Plan: Director Stallings reported the Cultural Arts Commission (CAC) wants to use art as a way to draw more people to the park. He discussed the preliminary design and vision presented at the City Council meeting on December 14, 2015. Director Stallings encouraged the Commissioners to view the presentation on the City website.

Vice Chair Petretti arrived at 6:14 p.m.

- Legacy Park Art Enhancement Plan (continued): Chair Randall questioned the salt in the soil, and asked if a salty marsh area could be added within the current restrictions. Director Stallings stated the plan is to find plants that can sustain the high salt content in the soil and that plants in some areas would be modified. In response to Vice Chair Petretti, Director Stallings stated there is no approved budget at this time for the project. He stated the City Council approved contracting for creation of a design, which would be reviewed by the CAC, and then the design and budget would be brought to the City Council. He suggested the Commission create an ad hoc committee at a future meeting to work with the CAC on development of the project, since some project elements are related to both art and parks. He stated the ad hoc committee would be given direction for planning the final details from a parks perspective. Chair Randall suggested that both commissions' ad hoc committees meet at the park during a rain storm to get a better idea of how water flows. Director Stallings provided a summary of the City Council presentation. He stressed that the final recommendation to Council should be a joint recommendation from both commissions.
- Bluffs Parkland Project: Director Stallings stated the project was currently on target. He stated the contractors were using information gathered to create a new online survey for seeking community feedback on the different park designs. He stated goals were to conduct the survey in early January, followed by a staff-conducted community design workshop in February. He stated the contractors

would prepare the Master Plan in February through April, when it would be presented to the Parks and Recreation Commission for review, and then presented to the Council in May for approval. He stated the Environmental Impact Report should be done within one to one and a half years after approval. He summarized the aim was to complete the project within the five-year time limit.

ITEM 7 COMMISSIONER COMMENTS

Vice Chair Petretti expressed excitement about progress on the Bluffs Parkland design. She reported the fields at Trancas Park were closed for rehab and that the fields at Trancas and Bluffs Parks were being re-seeded. She agreed with both commissions working together on the Legacy Park Art Project. She stated she believed the project would help offset negative comments from the public about the park.

Commissioner Israel concurred with Vice Chair Petretti about progress on the Bluffs Parkland Project.

Chair Randall reported he attended the CAC meeting and saw the presentation of the Legacy Park Art Project. He stated he would watch the City Council presentation. He asked if the septic tops visible at the entrance to Las Flores Creek Park could be hidden since some community members were bothered by it. Director Stallings stated he would look into it and report back to the Commission.

ITEM 8 FUTURE AGENDA ITEMS

- A. Legacy Park Art Enhancement Plan Ad-Hoc Committee
- B. Malibu Bluffs Park Master Plan
- C. Outdoor Exercise Equipment
- D. Scheduled Use of Trancas Canyon Park Multi-Purpose Field
- E. Shade Covers for Baseball Facilities and Malibu Bluffs Park
- F. Review of Rules for Trancas Canyon Dog Park

ITEM 9 ADJOURNMENT

MOTION At 7:20 p.m., Commissioner Israel moved and Chair Randall seconded a motion to adjourn. The motion carried 4-0, Commissioner Principe absent.

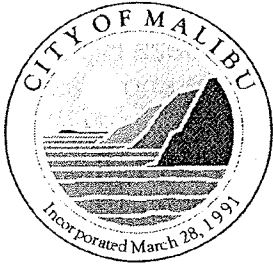
Approved and adopted by the Parks and Recreation Commission of the
City of Malibu on _____, 2016.

CARL RANDALL, Chair

ATTEST:


THERESA ODELLO, Recording Secretary


**Item
2.B.**



Parks & Recreation Commission Agenda Report

To: Parks & Recreation Commissioners

Prepared by: Brittany Saleaumua, Administrative Assistant 

Reviewed by: Amy Crittenden, Recreation Manager 

Approved by: Jim Thorsen, City Manager 

Date prepared: January 8, 2016 Meeting date: January 19, 2016

Subject: Parks & Recreation Department – Monthly Report for December 2015

RECOMMENDED ACTION: Receive and file.

DISCUSSION: This report serves to inform and update the Parks and Recreation Commission on activities, events, projects, and programs for the month of December 2015.

GENERAL

- The Tiny Tot Olympics was awarded the 2015 Innovative Sports Activity Award by the Channel Cities Municipal Athletic Association (CCMAA) and Southern California Municipal Athletic Association (SCMAF). The award was given for its quest to increase youth sports participation by encouraging and practicing new sports skills in a noncompetitive environment. The CCMAA and SCMAF are professional organizations for sports professionals from the San Diego to San Luis Obispo regions.

RECREATION

COMMUNITY CLASSES

- The Winter Recreation Guide highlights the community class program which will begin early January and will continue until March. New classes include: Parent and Me Cooking class, youth cooking classes, Magic classes, Valentine Cake Decorating Workshop, Egg Decorating Workshops and a new Volleyball program and Magic class at Point Dume Marine Science School.

SPECIAL EVENTS

- The Malibu Winter Showcase was held on December 5 at the Malibu Civic Theater. Over one hundred people enjoyed performances by Children's Ballet, Children's Jazz Hip Hop group, Zuma Youth Ensemble and the Malibu Senior Center Choir. The next showcase will take place in May and will feature the City's spring programs.
- Breakfast with Santa was held at Point Dume Marine Science School on December 12. The annual event included an all-you-can-eat pancake breakfast, holiday crafts for children and an opportunity to visit Santa. Tickets were sold at the door for \$5 per person or \$15 for a family of four; approximately 150 people attended the event.
- During the month of December Cars and Coffee was held twice, December 6 and December 20. Approximately 50 people attend the event both weekends.

TEENS & SENIORS

- On December 4 the department hosted an intergenerational workshop, Sustainable Centerpieces, at City Hall. The program was at max capacity with 12 people in attendance. Participants had an opportunity to create succulent planters that could be used as a centerpiece or given away as a gift. Everyone really enjoyed the workshop and requested the City offer similar workshops in the future.

SENIOR CENTER

- The Senior Center hosted a lecture entitled "Medicare in 2016 and Beyond", presented by Jesse Hendon from Simpler Horizons. Attendees were able to ask specific questions about their Medicare plan and how it related to other plans.
- The Senior Choir performed in the Malibu Winter Showcase, another inter-generational program that the department hosts.
- A trip to the Reagan Library was held on December 9, with 13 participants.
- The Silver Fox Walk was led by staff member, Sandy Glover, who took attendees on a great 2-3 mile hike around Charmlee Wilderness Park.
- The Monthly Art workshop by Art Trek Inc. taught participants to do Mandalas. An article in the Surfside News covering the December workshop had pictures of the participants working on their project.
- The monthly luncheon was held on December 17 with entertainment provided by our own Senior Choir. This month, the luncheon was challenging because we hit our maximum RSVP's two weeks before the event. There were 23 participants on the waiting list that were unable to participate. The food was graciously sponsored by PC Greens, who only charged the City 50% less than what the normal cost would be. We served 90 people at this special holiday event.

ADULT & YOUTH SPORTS

- The Youth and Middle School basketball leagues began games in December. There are 265 participants registered this season; equal to the participants in 2014. The league is also in the second year of the expanded "Itty Bitty" basketball program for children ages 3 to 5. The developmental class, which is full with 13 participants, will enhance the K-8 league by preparing players at an earlier age with the fundamentals necessary to be successful in the program.

DAY CAMPS

- City winter break day camps were held the week of December 21. Camps included soccer camp instructed by Super Soccer Stars and Winter Wonderland Camp instructed by Adrianna Fiori. Approximately twenty participants registered for the camps; a 45% decrease from camp participation numbers in 2014. The decrease is due to inclement weather and rain.

PARK MAINTENANCE

STORM PREPARATION

- In order to prepare for El Nino, a pallet of 100 sandbags and waddles was taken to each park and covered with plastic sheeting in areas susceptible to washout. All drains and v-ditches of debris were also cleared out.

BLUFFS PARK

- Renovations of the turf in the multipurpose field were completed that included aeration, dethatching, over-seeding with perennial rye grass seed, applied seed cover (topper) and organic fertilizer. Until the new turf is established, a special manual irrigation program was preset and then normal irrigation program will resume. Orange protective fencing was installed around the perimeter of the field to prevent unauthorized access during the establishment period.
- A motion sensor light was installed to the outside of the special events building main entrance. The light can also be manually turned on and was necessary during night time use for events. Wood panel on the wall of building was replaced to eliminate gaps that allowed access for rodents to enter the storage facility.
- In order to avoid a potential tripping hazard, a planter along the sidewalk near the Landon Centers main entrance was filled with dirt. The planter is not a designated path for pedestrians but the planter has an opening in the shrubs that pedestrians use as a short cut to get to and from the parking lot. The potential trip hazard is because the planter surface is lower than the curb so precautions were taken by filling the planter with top soil to be leveled with the curb.

LAS FLORES PARK

- Plant material was installed in the planters surrounding the newly installed restroom facility, septic system and bridge. Plants installed are native to the area and will provide an ornamental appearance around the restroom, a visibility screen around the septic system and erosion control on the slope adjacent to the bridge.
- Two 4x4 treated posts were installed with a park rules sign on one post and a rattle snake warning sign and doggie scoop dispenser on the second post.

TRANCAS PARK

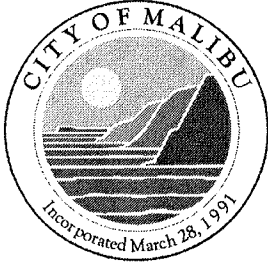
- The temporary orange fencing that was installed during recent turf renovations were removed from the field and opened again for regular use. We are experiencing issues with people removing the signs and still playing on the turf.

LEGACY PARK

- In order to maintain an orderly appearance, all dead, dying and diseased trees were removed and replaced with new ones. Trees were picked by Parks Supervisor Belter to ensure healthy trees were being planted.

PCH MEDIAN

- In order to maintain a highly ornamental appearance, we have used varieties of medium to small growing perennial native plants like the Baccharis (pigeon point), that fit the design pallet, size and exhibited resiliency against harsh conditions year round.




Parks & Recreation Commission Agenda Report


Parks & Recreation
Commission Meeting

01-19-16

**Item
4.A.**

To: Chair Randall and Members of the Parks and Recreation Commission

Prepared by: Amy Crittenden, Recreation Manager 

Approved by: Jim Thorsen, City Manager 

Date prepared: January 12, 2016 Meeting date: January 19, 2016

Subject: Legacy Park Art Enhancement Project

RECOMMENDED ACTION: Create and appoint two commissioners to an ad hoc committee to work with the Cultural Arts Commission Legacy Park Ad Hoc Committee and City staff on the Legacy Park Art Enhancement Project.

DISCUSSION: On July 15, 2014, members of the Cultural Arts Commission (CAC) Legacy Park Ad Hoc Committee made a presentation to the Parks and Recreation Commission (PRC) on the idea of placing additional art in Legacy Park to enhance the park and encourage more visitors. At the time, the project was in its early stages and the project scope and budget had not been approved by City Council. The PRC supported the project concepts and expressed interest in being involved once the project reached the implementation phase.

On January 26, 2015, City Council authorized staff to issue a request for proposals (RFP) for the project. The project scope included developing conceptual designs, community outreach, working within current park restrictions, and incorporating treated water from the future wastewater treatment facility. The RFP was issued on February 12, 2015 and, after the standard review process, the firm of Hodgetts and Fung Architecture and Design was selected.

From July through October 2015, consultants worked on gathering information from stakeholder meetings, site visits, analysis, and future projects in the Civic Center area. A draft of the Legacy Park Art Enhancement Plan was presented to the CAC at a special meeting on November 5, 2015. The CAC then sent a recommendation to City Council to approve the plan.

The final draft plan included a phasing for the project that was presented to City Council on December 14, 2015. The Council indicated support for the draft Legacy Park Art Enhancement Plan and directed staff to have the CAC review a final plan to include determining project and phasing costs, and identifying potential funding options.

Several areas of the project involve more infrastructure enhancements that fall under the purview of PRC. Staff is recommending PRC create an ad hoc committee to work with City staff and the CAC Legacy Park Ad Hoc Committee on the implementation of the project enhancements.

ATTACHMENTS: None